



Albury Auskick Set up & Pack up Instructions.

Set-up

Pick up keys from Coffee Mamma. Suggest 8.50am

Open 2 front and 1 rear gate (green Key)

Open Canteen (Green Key)

Open Toilet block and electricity box located 2 metres from toilet block (Black Key)

Open Shipping Container (one of the silver keys)

Remove footy bags from Canteen / Shipping container and line up in Age Groups.

Put out spare footy boot box

Turn on Pie oven to high.

Place team folders on bench.

Place one award from each sponsor into each team folder (2 each for Under 6's). Awards are located on top of Fridge in canteen.

Place Goalposts out as follows. 3 sets. 2 sets diagonally on eastern oval. One set on middle oval.

Place game board out near the fence facing the oval.

Grab 3 Under 6 goal posts bags from shipping container and set up on Western oval. 3 sets spaced out.

Check for any land mines on the oval and remove with shovel from container if any found.

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Pack up

Ensure nothing is left on the field.

Pack away team bags in canteen (left hand side of the room)

Pack away team folders into boxes.

Lock Toilets (Black key)

Lock Electricity box located next to toilet (Black key)

Lock shipping container

Lock back gate and large front gate.

Usually Helen or Sarah will be cleaning up so once everything locked up, give them the key. If they have finished though, lock the remaining front gate and drop keys back to Coffee Mamma.